



***State of Washington
Department of Transportation
Legal Notice of Intent to Sole Source***

Washington State Department of Transportation (WSDOT) announces its intention to establish a sole source contract with Concessions Development and Management (CDM) to provide assistance to Washington State Ferries (WSF) in the field of Retail Development, Consultancy and Concessions Development. WSDOT will award this sole source contract for approximately \$60,000.00.

Currently WSF is engaged in an unprecedented planning process to build new terminal facilities at Seattle, Edmonds, Mukilteo, and Anacortes. Three quarters of a billion dollars is either approved or expected to be approved to complete these facilities. Connected to this is a re-engineering effort linked to WSF strategic initiatives by preparing concession development and utilization of space at various WSF terminal facilities, including loading areas and the integration of those strategies to similar concession services provided on vessels serving those facilities.

The consultant, CDM, through previous work on Pier 52 for WSF and the Seattle retail waterfront for the port of Seattle/WSF possesses superior knowledge of opportunities for WSF. The strategies presented by CDM have been well accepted by WSF and because WSF requires assistance with retail development, consultancy and concessions development immediately. It is WSDOT's intent to sole source with CDM as an interim measure. At this time a single On-Call agreement, of short duration, is necessary to assist WSF in the field of retail development, consultancy and concessions development until selection of a qualified consultant through the competitive process can be accomplished.

Challengers are required to submit a brief statement of their Intent to Challenge, and must address the following criteria as it relates to the project:

- 1 Qualifications/Expertise of Firms on Team;
- 2 Qualifications of Proposed Project Manager;
- 3 Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
- 4 Firm's Project Management System (Prime Consultant Only);
- 5 References/past performances (Prime Consultant Only); and
- 6 Cost factors (Prime Consultant Only.)

The submittal is limited to a total maximum number of ten (10) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be readable size font,) and with type size no smaller than 12 point. The page limitation does not apply to the transmittal letter, front and back cover, the completed Performance Evaluation forms, and the completed Submittal Information Packet form(s.) Please provide only 1 copy of the completed Performance Evaluation forms and the completed Submittal Information Packet form(s.) These forms should be accompanied with your Letter of Transmittal and should be submitted under separate cover and not bound within your Statement of Interest.



The Notice of Intent to Challenge shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- 1 Title of the Notice of Intent to Sole Source on the cover of the submittal and the Transmittal Letter;
- 2 Transmittal Letter;
- 3 Completed Submittal Information Packet form for the Prime Consultant and all proposed Sub-Consultants (1 set);
- 4 Completed Performance Evaluations for the Prime Consultant Only;
- 5 Responsiveness to all challenge criteria;
- 6 Meeting page limitations and font size requirements; and
- 7 Meeting submittal deadline submission date.

Send your Intent to Challenge no later than 5:00 PM, Thursday, February 5, 2004, by mail or courier to:

Mr. Michael B. Rice
Director, Consultant Services
Washington State Department of Transportation
Capital View II Building, 2nd Floor
724 Quince Street SE
Olympia, WA 98504-7323

No submittals will be accepted after that date and time. Faxed or e-mailed submittals will not be accepted.

Any questions regarding this notice should be directed to WSDOT Consultant Services Office at 360-705-7104.

Date of publication in the Seattle Daily Journal of Commerce: Thursday, January 29, 2004.